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Approved For Release 2001/04/01 : CIA-RDP83-00500R000100020005-7  
*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Acting Assistant Director for Operations

DATE: 8 September 1958

FROM : Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report -- August 1958

#### ADMINISTRATION

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1. The number of personnel charged against ceiling as of 31 August 1958 was [REDACTED]

2. The Division Chief returned from a two-month around-the-world survey trip on 18 August 1958.

3. During the month language incentive awards were received by 8 FDD personnel. Total of awards received by FDD personnel so far this year is \$1,050.

4. During the month the FY 1960 budget presentation was completed and forwarded to 00.

5. FDD personnel worked 208 hours of voluntary overtime during August.

#### OPERATIONS

1. The fourth meeting of the Committee on Exploitation of Foreign-Language Publications was held 22 August 1958. Review of the scientific and technical program concluded that the program is satisfactory in its current form. Resumption of indexing the "Scientific Information Report" will be discussed by OSI and FDD at a later date.

2. Reference to the CTS Index prevented 64 cases of duplication totaling 4448 pages.

3. Commendations received in the Division during August included appreciation for services rendered over the past several years to TSS and thanks from USIA for illustrative material supplied for an exhibit.

4. Extra-CIA liaison during the month included clarification of requirements of Department of State for Communist Chinese economic information, furnishing operational guidance for a projected

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Translation Unit in the Ordnance Technical Intelligence Agency, and supplying material to the ONI Translation Unit for an advanced Scientific Russian training course.

5. Special linguistic service was furnished during the month in Vietnamese and Indonesian; panel members were supplied for oral French and Chinese testing; a Yugoslav film was monitored for Graphics Register; six Kurdish-language tapes were evaluated and briefly summarized for SE/DDP; approximately 100 hours were spent in support of a special research project conducted by [REDACTED] for State Department.

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[REDACTED]  
J. J. BAGNALL  
Chief, Foreign Documents Division

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Enclosures:

1. Statistical Report on FDD Operations
2. Details of Personnel Actions

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